



COUNCIL AGENDA: 1/9/2018  
ITEM: 2.14 (18-036)

# Memorandum

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**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Toni J. Taber, CMC  
City Clerk

**SUBJECT:** SEE BELOW

**DATE:** January 3, 2018

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**SUBJECT: Approval of East San Jose Leadership Reception Sponsored by Council District 5 as a City Council Sponsored Special Event to Expend City Funds and Accept Donations of Materials and Services for the Event. (Carrasco)**

**RECOMMENDATION:**

- 1) Approve the East San Jose Leadership Reception event scheduled on January 18, 2018 as City Council sponsored Special Events and approve the expenditure of funds;
- 2) Approve and accept donations from various individuals, businesses, or community groups to support the event; and
- 3) Place the item on the January 9, 2018 City Council Agenda for action.

[Rules Committee referral 01/03/18 - Item G.1.e]



# Memorandum

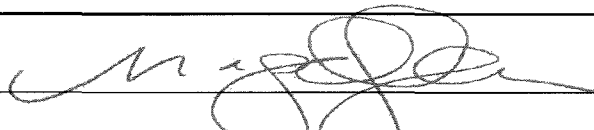
**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Vice Mayor Magdalena  
Carrasco  
District 5

**SUBJECT:** SEE BELOW

**DATE:** December 21, 2017

APPROVED:



12/21/17

**SUBJECT: APPROVE EAST SAN JOSÉ LEADERSHIP  
RECEPTION SPONSORED BY COUNCIL DISTRICT 5 AS A CITY  
COUNCIL SPONSORED SPECIAL EVENT TO EXPEND CITY FUNDS  
AND ACCEPT DONATIONS OF MATERIALS AND SERVICES FOR THE  
EVENT**

## RECOMMENDATION

1. Approve the East San José Leadership Reception event scheduled on Thursday January 18, 2018, as a City Council sponsored Special Event and approve the expenditure of funds.
2. Approve and accept donations from various individuals, businesses or community groups to support the event.
3. Place the item on the January 9, 2018 Council Agenda for action.

## BACKGROUND

On February 1, 2005, the City Council adopted Resolution 72517 which requires Councilmembers to submit a memorandum to the Rules Committee regarding proposed City Council sponsored Special Events and the proposed use of any funds. East San José Leadership Reception will be held on January 18, 2018 at Mayfair Community Center and sponsored by Council District 5. This special event will recognize neighborhood and community leaders in East San José.

## ANALYSIS

Approval by the City Council of the event will ensure compliance with the Council's prior direction regarding Council Special Events. In observance of existing fundraising disclosure requirements, Councilmember Magdalena Carrasco will report any cash or in-kind donations received for the event on their Disclosure of Fundraising Report (DFR-1). Approval of this memorandum will enable Council District 5, City departments and the Office of the City Clerk to

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Subject: East San José Reception

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proceed with the event. Any cash donations received will be processed pursuant to the City's normal financial and budgetary procedures.

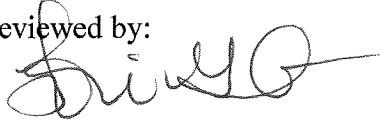
**PUBLIC OUTREACH/INTEREST**

The Office of the City Clerk will post the item on the City's Website for the January 3<sup>rd</sup>, 2018 Rules Committee Agenda and the January 9<sup>th</sup>, 2018, City Council Agenda.

**CEQA**

- Not a Project, File No. PP15-077, Temporary Special Events.
- Exempt, File No. PP11-046, Graffiti removal services.
- Exempt, File No. PP12-080, CEQA Guidelines Section 15304(e), Minor temporary use of land having negligible or no permanent effect on the environment.
- Exempt, File No. PP13-056, Activities associated with citywide litter clean-up activities.

Reviewed by:



TONI J. TABER, CMC  
City Clerk

For questions, please contact Toni Taber, City Clerk, at (408) 535-1260.